

Town of Hanson
542 Liberty Street, Hanson, MA 02341

Community Preservation Committee (“CPC”)
Selectmen’s Meeting Room, Town Hall
Minutes for November 10, 2021

Call to Order/Roll Call

Chairman Tom Hickey called the meeting to order at 7:30 PM.

Members Present: Tom Hickey, Chairman and Member-At-Large
Patty Norton, Member-At-Large
Teresa Santalucia, Housing Authority
Diane Cohen, Member-At-Large
Phil Clemons, Conservation Commission
Karen Howes-Duclos, Member-At-Large

Also Present: John Norton, former Chairman, Capital Improvements Committee
Lisa Green, Hanson Town Administrator

Members Absent: Allan Clemons, Historical Commission
John Kemmett, Vice-Chairman and Planning Board

New Business

DISCUSSION OF CAPITAL IMPROVEMENTS MATRIX (topic taken out of order)

Tom reviewed from the last meeting’s discussion that it would be helpful as a Committee to be informed about how the Capital Improvements Matrix (CIM) is made, and if requests made to the CPC should be on the matrix if they are of a capital nature.

On hand for the discussion were John Norton, past chairman of the Capital Improvement Committee, and Hanson Town Administrator Lisa Green.

Mr. Norton said that there is communication from the Capital Improvement Committee annually to the town departments to invite additions to the matrix, commenting that all matrix items compete for funding.

Tom asked Town Administrator Lisa Green that if a group requests funding from the CPC for something that would be a capital expenditure, should the CPC inquire if it is on the Capital Matrix. Ms. Green said that she is not aware of anything in the CPA regulation that requires it to be. She said that most items on the matrix are funded by the General Fund as one-time purchases, or through bonding, and questioned if CPC funds could be used toward them. She added that many items on the matrix would not be CPA-eligible.

There was discussion that while Town departments are asked to submit items to the matrix, there is not a mechanism for those that fall outside of town departments, such as for town-owned property. Teresa suggested that the CIM memos that are sent to the town departments should also be sent to the committees if they aren’t already.

Tom expressed that if an application comes before the CPC for a capital improvement, and it is not already on the matrix, it is likely that the Selectmen’s office, the Finance Committee and Capital

Town of Hanson
542 Liberty Street, Hanson, MA 02341

Improvements Committee should be aware of it. Teresa felt that all town-owned properties should be on the matrix as an inventory as to raise awareness to all that need to know about it.

Tom responded to Patty that CPA funds can be used for projects on town-owned property.

Member Patty Norton left the meeting after the CIM discussion.

Chairman's Update

Tom said that Todd Hassett has been notified of the closure of the Housing Production Plan project, but otherwise there is no financial reporting update.

Minutes

MOTION by Teresa, seconded by Phil, to approve the minutes of the Oct. 13, 2021 meeting. Voted 5-0-1.

Old Business

a. UPDATES ON EXISTING CPA PROJECTS

- i. **Camp Kiwanee North End Cabins** – Diane asked if camp caretakers who are qualified to perform work that remains on the cabins can be paid to do so from the monies remaining in the cabin project, as opposed to hiring third party workers. Tom said that he will check with Lisa Green.
- ii. **Bonney House Rehabilitation** – Tom passed over update of the Bonney House rehabilitation efforts.
- iii. **Thomas Mill Conservation Restriction** – Phil said he understands the bound-setting survey work regarding the Thomas Mill to be near completion and anticipates Wildlands Trust will be able to close out the conservation restriction very shortly.
- iv. **Botieri Field/Town Forest** – Tom said that two potential improvements to the Botieri Field/Town Forest would both qualify under the original article language as a use for the remaining funds. He stated that he has spoken to Ms. Green to inform her that he has for procurement purposes, directed both parties to address their questions to her.

Tom shared that there is now a vacancy in the CPC Parks & Fields representation as Eric Olson stepped down earlier this month.

- v. **PCH Park Engineering Plan** – Phil said that there is no update on the park engineering plan as their committee had to cancel its last meeting. He stated that while there has been delay on the project due to COVID-19, they remain motivated for the completion of the engineering plan as it is the basis for future phases.
- vi. **Sleeper Preserve Project** – Phil said that the legal work for the Sleeper Preserve property is ongoing and that they look forward to completion of all parts of the transaction prior to the June 30, 2022 state grant deadline.

Town of Hanson
542 Liberty Street, Hanson, MA 02341

vii. PCH Trail Grant Match – Phil said that recently there was a teleconference meeting with DCR [Department of Conservation and Recreation] to review the contract and details relating to the trail grant and he expects visual movement on this project in the near future.

viii. Historical Markers – Theresa explained that she has met with the new highway director to bring him up-to-date on the marker project. She said she has also spoken to the person who is to do the backing and poles and she was told that he wants to examine the original estimate to make sure that he can hold that quoted amount. Theresa asked about the process in the event that his cost estimate increases. Tom said that depending on the amount, it might require an amended application for eventual presentation to town meeting. He said he will inquire if administrative funds can be used for cost overruns.

ix. Little Cedar Swamp – Phil said that the Purchase & Sale Agreement is in process for the purchase of the Little Cedar Swamp property.

b. BOTIERI FENCE UPDATE

Tom said that he has been in email communication with Adam Valachovic, who is working on a Part B application relating to the Botieri fence.

c. PUBLIC FORUM DISCUSSION

There was discussion of the public forum that is being planned for December, with Tom asking Shirley to request announcements by the Board of Selectmen and the local Express newspaper. Phil asked about the availability of presentation projection equipment for the forum. Tom said he will look in to it.

After additional discussion, there was consensus that the public forum be postponed until after the new year, allowing committees time to obtain feedback ahead of time.

New Business (resumed)

DISCUSS APPLICATION SUBMISSION PROTOCOL

Tom asked Shirley to move discussion of the application submission protocol to the next meeting's agenda.

Adjournment

There was Committee consensus that if there is no new application by the end of November, then the next CPC meeting will be postponed until January.

MOTION by Teresa, seconded by Diane, to adjourn the meeting. Voted 5-0. The meeting was adjourned at 8:27 PM.

Respectfully submitted,

Shirley Schindler, Clerk
Community Preservation Committee